

<b>NEVADA DEPARTMENT OF CORRECTIONS</b>	<b>SERIES 300 PERSONNEL</b>	<b>SUPERSEDES: NEW</b>
<b>ADMINISTRATIVE REGULATIONS MANUAL</b>	<b>ADMINISTRATIVE REGULATION 348 ALCOHOL AND DRUG TESTING REQUIREMENTS - COMMERCIAL DRIVER'S LICENSE TEMP</b>	<b>EFFECTIVE DATE: 07/20/03</b>

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### **PURPOSE**

To establish procedures to comply with federal regulations pertaining to alcohol and drug testing of employees who are required to maintain a commercial driver's license (CDL).

To reduce accidents that result from the use of alcohol and/or drugs.

### **AUTHORITY**

U.S. Department of Transportation (Federal DOT)  
Federal Highway Administration (FHWA)  
Title 49 CFR Part 382 and Part 40  
NRS 284.406 through 284.407  
NAC Chapter 284

### **RESPONSIBILITY**

The Department Personnel Division will be responsible for ensuring all drivers subject to the federal testing requirements receive a copy of this policy in new employee orientation packet, ensure a signature of the new employee is obtained indicating employee receipt, and obtaining documentation that all employees subject to the federal testing requirements and supervisors responsible for these employees have received this policy.

The division heads and all supervisors are responsible for ensuring their drivers subject to the federal testing requirements are aware of this policy and receive training regarding its requirements.

## **DEFINITIONS**

**APPOINTING AUTHORITIES** - Individuals to whom the Director has delegated authority to recommend and implement personnel actions. Appointing authorities may include: Assistant Directors, Medical Director, Wardens, and Administrator Mental Health and Program Services.

**DEPARTMENT** – The Nevada Department of Corrections.

**DEPARTMENT PERSONNEL DIVISION** – The Personnel Division within the Nevada Department of Corrections.

**DEPARTMENT PERSONNEL OFFICER** – The administrative officer in charge of the Department's Personnel Division.

**DISABLING DAMAGE** – Refers to one or more vehicles that cannot be driven from an accident scene.

**DIVISION HEAD** – Division Heads include those individuals responsible for the major divisions of the Department; such as Personnel, EEO and Professional Development Officer, Inmate Services, Fiscal, Inspector Generals Office, Procurement, Accounting, Offender Management, Stores, and Medical.

**DRIVER** – A Department employee that is required to maintain a Commercial Driver's License (CDL) in the performance of their duties.

**EMPLOYEE** – A person legally holding a position with the Department in the public service as defined in NRS 284.015.

**MEDICALLY RE-QUALIFIED** – An official return-to-duty test that shows no presence of drugs or alcohol and the driver may return to safety sensitive functions.

**SCREENING TEST** – A test of a person's breath or blood to detect the general presence of alcohol; or urine to detect the general presence of a controlled substance or any other drug.

**STATE DEPARTMENT OF PERSONNEL** – The Nevada State Department of Personnel.

**SUPERVISOR** – An employee of the Department that provides supervision and has first line

supervisory authority, and are responsible for the performance and evaluation of subordinate employees. These employees are within the direct chain of supervision, scope and authority.

## **APPLICABILITY**

This regulation applies to all Department drivers required to be licensed to operate a commercial vehicle on a public highway or road which has a gross combination weight rating of 26,001 or more pounds inclusive of a towed unit with a gross vehicle weight of more than 10,000 pounds; or has a gross vehicle weight rating of 26,001 or more pounds; or is designed to transport 16 or more passengers including the driver; or is of any size that is used to transport hazardous materials which require the vehicle to be placarded under the hazardous materials regulations; or is a requirement to perform essential functions of the job.

## **PROCEDURES**

### **340.01 SAFETY-SENSITIVE FUNCTIONS**

1.1 A driver is performing a safety-sensitive function when:

1.1.1 Waiting at an institution, facility, or other property to be dispatched, unless the driver has been relieved from duty by the Department.

1.1.2 Performing pre-trip inspections or servicing the motor vehicle.

1.1.3 Driving the motor vehicle.

1.1.4 In the vehicle.

1.1.5 Loading or unloading the vehicle, supervising the loading or unloading, giving or receiving receipts for shipments, loaded or unloaded, or remaining on readiness to operate the motor vehicle.

1.1.6 Repairing, obtaining assistance for, or in attendance of a disabled vehicle.

### **340.02 PROHIBITED CONDUCT**

1.1 Drivers prohibited conduct is as follows: **(3-4061)**

1.1.1 Shall not report for duty or remain on duty requiring the performance of safety sensitive functions while having an alcohol concentration of .01 or greater.

1.1.2 Shall not be on duty or operate a commercial motor vehicle while the driver possesses alcoholic beverages such as beer, wine or distilled spirits.

1.1.3 Shall not consume, or have present in their body, any form of alcohol, including any alcoholic mixture, preparation or beverage while operating a commercial vehicle or performing safety-sensitive functions.

1.1.4 Shall not use alcohol while performing safety-sensitive functions.

1.1.5 Shall not perform safety-sensitive functions within four hours after using alcohol.

1.1.6 Shall be required to take a post-accident alcohol test and shall not use alcohol for eight hours following the accident or until they undergo a post-accident alcohol test, whichever occurs first.

1.1.7 Shall not refuse to submit to a post-accident alcohol or drug test, a random alcohol or drug test, a reasonable suspicion alcohol or drug test, or a follow-up alcohol or drug test.

1.1.8 Shall not report for duty or remain on duty when the driver uses any controlled substance, except when use is pursuant to the instructions of a physician or dentist who has advised the driver that the substance does not adversely affect the drivers ability to operate a commercial motor vehicle.

1.1.9 Who perform safety-sensitive functions shall be required to report any therapeutic drug use.

1.1.10 Shall not report for duty, remain on duty or perform a safety-sensitive function if the driver tests positive for controlled substances.

## 1.2 Supervisors

1.2.1 Having actual knowledge that a driver has an alcohol concentration of .01 or greater shall not permit the driver to perform or continue to perform safety-sensitive functions.

1.2.2 Having actual knowledge that a driver possesses alcohol as defined in this policy may not permit the driver to drive or continue to drive a commercial motor vehicle.

1.2.3 Having actual knowledge that a driver is using alcohol while performing safety-sensitive functions shall not permit the driver to perform or continue to perform safety-sensitive functions.

1.2.4 Having reasonable belief that a driver has used alcohol within four hours shall not permit a driver to perform or continue to perform safety-sensitive functions.

1.2.5 Shall not permit a driver who refuses an alcohol or drug test to perform or continue to perform safety sensitive functions.

1.2.6 Having actual knowledge that a driver has used a controlled substance shall not permit the driver to perform or continue to perform a safety-sensitive function.

1.2.7 Having actual knowledge that a driver has tested positive for controlled substances shall not permit the driver to perform or continue to perform safety-sensitive functions

### **340.03 ALCOHOL AND DRUG TESTING**

1.1 Pursuant to regulations promulgated by the Federal DOT, drivers will be subject to the following types of testing: **(3-4061)**

#### **1.1.1 Reasonable Suspicion Testing**

1.1.1.1 A driver shall be required to submit to an alcohol and/or drug test when the Department has reasonable suspicion to believe that the driver has violated the prohibitions of the alcohol and drug program.

- The Department's determination that reasonable suspicion exists to require the driver to undergo testing will be based on specific, contemporaneous, articulable observations concerning the appearance, behavior, speech or body odors of the driver.
- The required observations for alcohol and/or drug testing shall be made by a supervisor who is trained in accordance with 49 CFR Part 382.603.

1.1.1.2 A driver may be directed by a supervisor to undergo reasonable suspicion alcohol testing only after the observations have been made giving rise to a reasonable belief that the driver is under the influence of alcohol while the driver is performing safety-sensitive functions, just before the driver is to perform safety-sensitive functions, or just after the driver has ceased performing such functions.

1.1.1.3 A driver may be directed by the supervisor to undergo reasonable suspicion drug testing at any time during work hours after specific observations concerning the appearance, behavior, speech or body odors of the driver have been made, including indications of chronic and withdrawal effects of controlled substances.

1.1.1.4 If a reasonable suspicion alcohol test as required under 49 CFR Part 382 is not administered within two hours the Department shall prepare and maintain on file a record stating the reasons the alcohol test was not promptly administered.

- The Department Personnel Division maintains all Drug and Alcohol files.

1.1.1.5 A written report shall be completed utilizing the Suspected Alcohol/Drug Impairment Form (TS-77), documenting the observations leading to a reasonable suspicion drug test. The supervisor who made the observations must sign and submit the form within 24 hours of the observed behavior or before the results of the drug test are released, whichever is earlier.

1.1.1.6 At the discretion of the appointing authority, the employee may be placed on administrative leave pending the results of the test and appropriate disposition by the appointing authority.

1.1.1.7 The Department will be responsible for the cost of reasonable suspicion testing.

#### 1.1.2 Post-Accident Testing

1.1.2.1 As soon as practicable following an accident involving a commercial motor vehicle defined by this policy, a driver will submit to drug and alcohol testing under the following circumstances:

- any time a fatality occurs as a result of the accident;
- anytime a driver receives a citation for a moving violation as a result of the accident;
- anytime the accident involves an injury to anyone which requires immediate medical treatment away from the scene;
- anytime the accident involves disabling damage to any of the vehicles.

1.1.2.2 In accidents involving non-commercial motor vehicles, applicable regulations as defined in Administrative Regulation 349 must be followed.

1.1.2.3 The Department will require each driver to complete a Post-Accident Report Form (DOC-1048) that provides instructions to follow when completing post-accident required alcohol and/or drug testing.

1.1.2.4 Any driver subject to post-accident testing who leaves the scene of an accident, before a test is administered other than for the period of time necessary to report the accident, obtain assistance in responding to the accident, obtain necessary medical care, or who otherwise fails to remain readily available for testing will be deemed by the Department to have refused to submit to testing. An Alcohol/Drug Consent Form (DOC-1014) should be completed.

1.1.2.5 In the event a driver is seriously injured and cannot provide a urine or breath specimen at the time of the accident, the Department will use the Post Accident Release of Information Form (DOC-1049) as authorization to obtain hospital records or other documents that would indicate whether there were drugs and/or alcohol in the driver's system at the time of the accident.

1.1.2.6 If an alcohol test is not administered within two hours following the accident, the supervisor or designee shall prepare and maintain on file a record stating the reasons the test was not promptly administered. If an alcohol test is not administered within eight hours following the accident, the Department shall cease attempts to administer an alcohol test and shall prepare and maintain the same record.

- All Drug and Alcohol records must be forwarded to the Department Personnel Division for maintenance.
- The Department Personnel Division shall submit to the FHWA upon request of the Associate Administrator.
- The Department Personnel Division shall forward reports to the Federal DOT.

1.1.2.7 If a drug test is not administered within 32-hours following the accident,

the Department shall cease attempts to administer a drug test, and shall prepare and maintain on file a record, in the manner described above, stating the reasons the test was not promptly administered.

- All Drug and Alcohol records must be forwarded to the Department Personnel Division for maintenance.
- The Department Personnel Division shall submit to the FHWA upon request of the Associate Administrator.
- The Department Personnel Division shall forward reports to the Federal DOT.

1.1.2.8 The Department will be responsible for the cost of all post-accident testing.

### 1.1.3 Random Testing

1.1.3.1 All drivers required to have a CDL will be subject to random alcohol and drug testing.

- The random selection process will be performed by the Department Personnel Officer or designee on a quarterly basis.
- Random selections will be unannounced and spread reasonably throughout the year.

- Random selection, by its very nature, may result in drivers being selected in successive selections or more than once in a calendar year.
- Alternatively, some drivers may not be selected in a calendar year.

1.1.3.2 The supervisor will be notified to send the employee to the Department Personnel Division. Upon completion of a Alcohol/Drug Testing Consent Form (DOC-1014), the employee will proceed directly to the contracted medical laboratory for random screening.

1.1.3.3 Upon notification, the driver must take action intended to lead to an immediate collection.

- If the driver engages in conduct that does not lead to a collection as soon as possible after notification, such conduct will be considered a refusal to test.
- Such conduct can be leaving the work site to avoid testing, outright refusal or any other action that does not permit collection when required.

1.1.3.4 If a driver tampers with, dilutes or otherwise changes a sample in order to cause inaccurate results, his actions will be considered a refusal to test.

1.1.3.5 If a driver is absent from work, the driver must submit to testing immediately after returning to work and being directed to do so.

1.1.3.6 The Department will drug test, at a minimum, fifty percent (50%) of the average number of driver positions in each calendar year.

- The Department will select, at a minimum, ten percent (10%) of the average number of driver positions for random alcohol testing.
- Random alcohol testing will be limited to the time period surrounding the performance of safety-related functions.
- A driver will be tested immediately before, during, or just after the driver has ceased performing such functions.

1.1.3.7 The Department will be responsible for the cost incurred for all random testing.

#### 1.1.4 Return to Duty Testing

- 1.1.4.1 Drivers who have engaged in prohibited conduct as defined by this regulation concerning either alcohol or drugs will be subject to follow-up testing. The Department Personnel Division will notify the appointing authority of a negative test result prior to the individual returning to safety sensitive duties.
- 1.1.4.2 Each driver who engages in prohibited conduct shall be referred to the Employee Assistance Program (EAP) for assessment and referral for assistance the driver needs in resolving problems associated with alcohol misuse and drug abuse.
- 1.1.4.3 Before a driver returns to duty requiring the performance of a safety-sensitive function after engaging in prohibited conduct as defined by this policy, the driver shall undergo a single, official return-to-duty alcohol test with an alcohol concentration of less than .01.
- 1.1.4.4 Before a driver returns to duty requiring the performance of a safety-sensitive function after engaging in prohibited conduct concerning drugs, the driver shall undergo a single official return-to-duty test with a result indicating a verified negative result for drug use.
- 1.1.4.5 If the official return-to-duty test indicates a positive result for alcohol or drugs, the employee will be terminated per this regulation.
- 1.1.4.6 The cost of return-to-duty testing is the responsibility of the employee.

#### 1.1.5 Follow-up Testing

- 1.1.5.1 Each driver who has engaged in prohibited conduct associated with alcohol or drug use, shall be evaluated to determine if the driver has properly followed any rehabilitation program, and shall be subject to unannounced follow-up alcohol and/or drug tests.
  - The number and frequency of such follow-up testing shall be as recommended by EAP or treating physician and consist of at least six (6) tests in the first twelve (12) months following the drivers return to duty.
  - Any such testing shall be performed in accordance with the requirements of 49 CFR, Part 40.
- 1.1.5.2 Drivers who have been notified they must complete a follow-up test must proceed directly to the designated collection site.
- 1.1.5.3 Follow-up testing shall not exceed 60 months from the date of the drivers return to duty.
- 1.1.5.4 The cost of all follow-up testing is the responsibility of the employee. All

leave time for testing, including travel to and from testing collection centers, must be at employee expense and the leave time must be annual, compensatory time or leave without pay.

1.1.5.5 Refusal to submit to a follow-up test when directed to do so by a supervisor is considered a refusal to test.

1.1.5.6 The cost of any prescribed treatment is the responsibility of the employee.

#### **340.04 TESTING GUIDELINES**

##### **1.1 Alcohol and Drug Testing**

1.1.1 The procedure established in Administrative Regulation 349 is to be followed.

1.1.2 The drug testing program required by the federal regulations is limited to five drug types:

- Marijuana;
- Cocaine;
- Opiates;
- Amphetamines; and
- Phencyclidine (PCP).

1.1.3 In order to meet the federal requirements, only laboratories certified by the U.S. Department of Health and Human Services (DHHS) can be used for testing.

1.1.4 The laboratory must report test results to the Department Personnel Division within five (5) working days after the receipt of the specimen by the laboratory. Test results must be certified accurate. The report must identify the drugs, metabolites tested for, whether the results are positive or negative, the specimen identification number assigned to the driver, and the drug testing laboratory specimen identification number.

1.1.5 The laboratory also must provide to the Department Personnel Division a quarterly statistical summary of urinalysis testing of drivers, which shall not include any personal identity information. The laboratory shall retain samples that yield confirmed positive test results for one year in secured frozen storage.

##### **1.2 Collection Sites**

1.2.1 The Department shall use the contracted medical laboratory for drug testing.

1.2.2 The collection forms are available from the Department Personnel Office.

- The drivers will not be allowed to transport themselves to or from the collection site in the event of a reasonable suspicion or post-accident test.
- The employee's immediate supervisor, or designee, will arrange transportation for the driver at all times.
- The driver shall report immediately to the collection site, once properly notified.

### 1.3 Medical Review

1.3.1 A medical review will be completed by a Nevada licensed physician who is knowledgeable in the medical use of prescription drugs and the pharmacology and toxicology of illicit drugs.

- The primary responsibility of the physician is to review and interpret positive test results obtained through the Department's drug testing program.
- Alcohol testing is not subject to medical review.

1.3.2 In terms of drug testing, the physician must evaluate the alternative medical explanations that could account for a positive test result.

- The review of a positive test result is initiated immediately upon receipt and is ordinarily completed within two working days after receipt of all information pertinent to the review.
- No information about the test result shall be given to the Department during this period.
- In addition to information provided by the driver, this review will include considerations of chain-of-custody documents prepared at the time of collection and, in connection with the laboratory, processing of the specimen.

1.3.3 In the case of a positive test result for cocaine, marijuana or PCP, for which an acceptable medical explanation for the result is unlikely the review should be completed on the day of the receipt of the report. This review must also include review of the chain of custody documentation.

1.3.4 If the physician is unable to contact the driver directly, the physician will contact the Department Personnel Officer, who shall in turn contact the driver and direct the driver to contact the physician.

- Upon being so directed, the driver shall contact the physician immediately or, if the physician is unavailable, at the start of the next business day.

- Failure by any driver to contact or cooperate with the physician may result in disciplinary action, up to and including termination.

1.3.5 During the review of the laboratory results, the physician will conduct a medical interview with the driver, review the driver's medical history, and/or review other biomedical factors.

- This interview may be conducted by telephone.
- The physician must review all medical records that the tested driver submits when a confirmed positive test could have resulted from legally prescribed medication or other factors.

1.3.6 If any questions arise about the accuracy or validity of a positive test result, the physician will review the laboratory records to determine whether the required procedures were followed. If necessary, the physician will request the sample be reanalyzed to determine the accuracy of the test result.

1.3.7 The physician shall not disclose to any third party, medical information provided by the individual to the physician as part of the testing verification process, with the following exceptions:

- The physician may disclose such information to the Department Personnel Officer, Federal DOT or any other Federal safety agency, or a physician responsible for determining the medical qualification of the driver when an applicable Federal DOT regulation permits or requires such disclosure;
- In the physician's reasonable medical judgment, the information could result in the driver being determined to be medically unqualified under an applicable Federal DOT agency rule; or
- In the physician's reasonable medical judgment, the information indicates that continued performance by the driver could pose a significant safety risk.

1.3.8 The physician must make a determination as to whether the result is scientifically sufficient to take further action.

- If the records from the collection site or laboratory raise doubts about the handling of the sample, the physician may decide the urinary evidence is insufficient and no further actions would be taken.
- In these cases, the physician shall note the possible errors in laboratory analysis or chain of custody procedures and shall notify the proper officials.

1.3.9 If it is determined with reasonable certainty that there is a legitimate medical or other reason to account for a positive laboratory test result, the report will be reclassified as a negative test result by the physician.

- The notice to the Department Personnel Officer will indicate that the test result was negative.
- Any medical information obtained by the physician will be treated as confidential.

1.3.10 If there is no medical or other reason to account for a positive result, the verified positive test result will be disclosed to the Department Personnel Officer as required by the program.

- Any medical information acquired that is not specifically related to illegal drug use will be treated as confidential and not disclosed.

1.3.11 No later than 72 hours after receipt of a confirmed positive test result, a driver may submit a written request to the physician for re-testing of the specimen producing the positive test result.

- The physician must honor the request. Each driver may have one (1) written request that the sample of the specimen be provided to the original or another DHHS-certified laboratory for testing. The driver shall pay the costs of the additional test and all handling and shipping costs.

1.3.12 The physician determines whether there is some reason other than illegal drug use to explain a positive urine drug test. If illegal drug use is verified, the physician will inform the Department Personnel Officer of the identification of the drug found in a positive test.

1.3.13 The driver shall then be notified by the Department Personnel Officer of the results of the random, reasonable suspicion or post-accident drug test if the test results are verified as positive. The driver will also be informed as to which drug(s) were verified as positive.

1.3.14 The Department Personnel Division shall notify an applicant of the results of a pre-employment drug test if the driver requests such information within 60 days of being notified of the disposition of their employment application.

#### 1.4 Driver Consent

1.4.1 An employee's consent to a medical examination and drug testing is required as a condition of employment and a driver's refusal to consent may result in disciplinary action, up to and including termination.

1.4.2 A driver who refuses to test under Federal DOT regulations shall not be permitted to perform in a safety-sensitive position.

1.4.3 Refusal shall be treated as a positive test and will result in disciplinary action up to and including termination.

1.4.4 Consent to a medical examination and testing includes a driver's obligation to fully cooperate.

1.4.5 Upon request, a driver must promptly complete any required forms and releases and promptly provide a sample for alcohol and/or drug testing.

## 1.5 Refusal to Submit to a Test

1.5.1 Federal DOT regulations provide that a driver shall not refuse to submit to a required alcohol and/or drug test. Refusal to submit to an alcohol or drug test means that a driver:

1.5.1.1 Fails to provide adequate breath for testing without a valid medical explanation after the driver has received notice of the requirement for breath testing.

1.5.1.2 Fails to provide adequate urine for drug testing without a valid medical explanation after the driver has received notice of the requirement for urine testing.

1.5.1.3 Engages in conduct that clearly obstructs the testing process, including a refusal to complete and sign any alcohol or drug testing form or related document necessary for testing. Obstruction also includes any tampering, adulteration or substitution of a urine sample.

1.5.1.4 Refusal to submit to a test will result in termination.

## 1.6 Consequences of a Positive Test

1.6.1 An employee who is required to have a CDL or to transport people on a regular basis as a primary function of their job, must not have a concentration of alcohol greater than .01 gram by weight of alcohol per 210 liters of his breath while on duty. A greater concentration of alcohol will result in disciplinary action up to and including termination.

1.6.2 At the sole discretion of the Department, a driver may be offered an opportunity to return to duty once the driver becomes medically re-qualified and follows all requirements as outlined in 49 CFR Part 382.605

1.6.3 Any driver who refuses to participate in an EAP assessment or rehabilitation program when given the opportunity to do so or who has failed to successfully complete such a program will be terminated.

1.6.4 A driver who fails any follow-up or any return-to-duty test will be terminated.

1.6.5 Any driver subject to the federal testing requirements who tests positive for drugs or alcohol a second time within five years will be terminated.

1.6.6 All drivers who voluntarily seek assistance for an alcohol or drug related problem will be given the opportunity to participate in an approved rehabilitation program.

- A request for assistance to enter a rehabilitation program made by the driver after being requested to submit to an alcohol and/or drug test will not preclude the Department from proceeding with appropriate disciplinary action up to and including termination.

### **340.05 CONFIDENTIALITY OF RECORDS**

1.1 The release of individual alcohol and/or drug test records is permitted only with the specific written consent of the driver, with the following exceptions:

1.1.1 The Department shall make available copies of all results for alcohol and/or drug testing when requested by the Secretary of Transportation, any Federal DOT agency, or any State or local official with regulatory authority over the Department or any of its drivers.

1.1.2 When requested by the National Transportation Safety Board as part of an accident investigation, the Department shall disclose information related to the administration of a post-accident alcohol and/or drug test administered following the accident under investigation.

1.1.3 Records shall be made available to a subsequent employer upon receipt of a signed release from a driver.

1.1.4 The Department may disclose information required to be maintained under this part pertaining to a driver, to the decision maker in a lawsuit, grievance, or other proceeding initiated by or on behalf of the driver, and arising from the results of an alcohol and/or drug test administered under 49 CFR Part 382.

#### **1.2 Release of Alcohol and Drug Test Information by Previous Employers**

1.2.1 The Department may obtain, pursuant to a driver's written consent information on the driver's alcohol tests with a concentration result of .01 or greater, positive drug test results, and refusals to be tested, within the preceding two (2) years, which are maintained by the driver's previous employers.

- The Department will provide to each of the driver's employers within the two preceding years the driver's specific, written authorization for release of the information.

1.2.2 The release of any information under this part shall be in written form, and will be maintained along with the driver's signed release.

1.2.3 In the event the Department obtains information that the driver has had a positive alcohol or drug test, or a refusal to test, the Department will require that the driver

provide ongoing proof that they are complying with 49 CFR Part 382.309 and remain medically qualified to drive.

## REFERENCES

ACA 3-4061

## ATTACHMENTS

Confirmatory Test Sites for Alcohol Testing  
Collection Sites for Controlled Substances Testing  
Alcohol/Drug Test Consent Form (DOC-1014)  
Report form for Suspected Alcohol/Drug Impairment (TS-77)  
Post-Accident Release of Information Form (DOC-1049)  
Driver Post-Accident Report Form (DOC-1051)  
Post-Accident Review Form (DOC-1050)  
Post-Accident Alcohol and Drug Test Documentation Form (DOC-1048)

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Jackie Crawford, Director

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Date

**CONFIDENTIAL**              XX  
                          Yes    No

**THIS PROCEDURE SUPERSEDES ALL PRIOR PROCEDURES ON THIS SPECIFIC SUBJECT.**